

November 2, 2004

MUNI # 31014
PETER JANOWSKI, CLERK
TOWN OF MONTPELIER
N2635 COUNTY RD V
LUXEMBURG, WI 54217

Dear Municipal Official:

We have reviewed your ordinance for the municipal adoption of the Uniform Dwelling Code (UDC) and found it acceptable. You may begin enforcing the UDC per its administration and enforcement requirements of Ch. Comm 20, for all new one- and two-family dwellings as well as new alterations and additions to existing dwellings. Note that all inspections must be performed by properly certified inspectors.

However, merely as an FYI, section 1.7 of your ordinance regarding Building Permit Fee, states that the \$25 UDC permit seal shall be assigned to "any new dwelling and home addition". The permit seal and \$25 fee are required only for new dwellings. They are not required for additions or alterations to existing dwellings.

Enclosed is an order form for purchasing forms and UDC seals, one of which must be assigned to each new dwelling. (Please note your municipality number above when completing the order form.) The yellow copy of the building permit application, on which the seal number is indicated, must be forwarded to us within 30 days of issuance.

Feel free to contact me if you have any questions.

Sincerely,

Duane Hubeler
UDC Consultant
Tel. (608)266-1390

ENCL.